



LOS ANGELES COUNTY COMMISSION ON HIV

3530 Wilshire Boulevard, Suite 1140 • Los Angeles, CA 90010 • TEL (213) 738-2816 • FAX (213) 637-4748
www.hivcommission-la.info

While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

EXECUTIVE COMMITTEE MEETING MINUTES

June 2, 2008

Approved
6/30/08

MEMBERS PRESENT	MEMBERS ABSENT	PUBLIC	HIV EPI AND OAPP STAFF	COMM STAFF/CONSULTANTS
Carla Bailey, <i>Co-Chair</i>	Anthony Braswell, <i>Co-Chair</i>	Dean Page	Michael Green	Jane Nachazel
Diana Baumbauer	Nettie DeAugustine			Glenda Pinney
Whitney Engeran	Jeff Goodman			Jim Stewart
Richard Hamilton	Angelica Palmeros			Craig Vincent-Jones
Lee Kochems	Mario Pérez			
Brad Land	Fariba Younai			
James Skinner				
Kathy Watt				

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Executive Committee Agenda, 6/02/2008
- 2) **Minutes:** Executive Committee Meeting, 3/31/2008
- 3) **Minutes:** Executive Committee Meeting, 4/28/2008
- 4) **Agenda:** Commission on HIV Agenda, 6/12/2008

1. **CALL TO ORDER:** Mr. Braswell called the meeting to order at 10:05 am.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order (*Passed by Consensus*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Approve the March 31, 2008 Executive Committee Meeting minutes, as presented (*Passed by Consensus*).
MOTION #3: Approve the April 28, 2008 Executive Committee Meeting minutes, as presented (*Passed by Consensus*).
4. **PARLIAMENTARIAN REMARKS:** Mr. Stewart had no comments.
5. **PUBLIC COMMENT, NON-AGENDIZED:** There were no public comments.
6. **COMMISSION COMMENT, NON-AGENDIZED:**
 - Mr. Land said Ted Liso had informed him that he could not serve as a Consumer Caucus co-chair for health reasons. Mr. Vincent-Jones noted he had recommended the Consumer Caucus not become a standing committee, but could be added as an ongoing item to the Executive Committee agenda.
 - ➡ Add the Consumer Caucus as a ongoing agenda item on the Executive Committee agenda.
7. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:**
 - A. **Commission Operational Budget:** Mr. Vincent-Jones clarified questions about the Commission's budget that had been raised at the previous meeting, which he was unable to attend:
 - All positions allocated to the Commission are included among the personnel line items, but those that he does not intend to fill this program year or that are paid by other sources were zeroed out.
 - The standards of care line item will fund the financial simulation, revisions of several standards and related work, not the publication of the standards.

- The parking line item was low because cost has been overestimated in past years; now, the Commission has a better idea of how much it costs annually.
- Printing is reduced because in-house printing is part of the equipment lease and/or supplies contracts and the use of outside duplication services has declined because the Commission had secured more reliable copying equipment.
- He reiterated that staff reviews available meeting sites periodically, and the current monthly meeting site is still the most economical space and meets the Commission's size, parking, catering, audio-visual capability and accessibility needs without additional costs.
- He reiterated that there is little flexibility or extra available funding in this year's budget.

8. CO-CHAIRS' REPORT:

- A. Conflict-of-Interest Policy:** Mr. Vincent-Jones reported that the Project Officer, Karen Ingvaldsstad, had been satisfied with the proposed changes to the policy. He repeated that while the Commission was not out of compliance on the issue, Ms. Ingvaldsstad had asked the Commission to make changes because LA's priority- and allocation-setting process is significantly different from others around the country, and other jurisdictions were adopting LA's conflict of interest rules although they were not relevant to other jurisdiction's procedures.
- B. Extended Commission Meeting Time:** Mr. Vincent-Jones noted that the P&P Committee subjects alone were likely to take two hours. There were also items held over from May. It determined that a significant meeting extension was not needed because the JPP Committee and DMH reports/presentations would be postponed.

9. EXECUTIVE DIRECTOR'S REPORT: There was no report.

10. OAPP REPORT:

- Dr. Green said the process for the augmentation of NCC funds had begun for the contractor who would manage the Medicare Part D donut hole medication reimbursement program. The contractor could begin in about three weeks, including promoting the program, when all five augmentation letters should be signed. OAPP would send letters to case managers once the program was active, and had already met with ADAP enrollment staff. OAPP would also be educating SPN coordinators and the Consumer Caucus. Committee members suggested that OAPP include an announcement in CaseWatch as well.
- Mr. Engeran felt the Commission/OAPP cooperation in forming a solution to this national problem should be publicized, but Dr. Green noted many populations were facing the same issue and could be distressed to find PWHIV were receiving more assistance than they. In addition, the program had not yet been proven successful. Ms. Watt suggested keeping a low profile for this sole year solution and then evaluating it once completed. Mr. Vincent-Jones suggested approaching the subject as "filling the Medicare Part D gap." The HIV community became involved due to the HIV system threat rather than as part of Ryan White planning.
- Dr. Green said the HE/RR RFP should be released in about two weeks. HC/T proposals had been received and were in internal review.
- He added that the OAPP move was completed with reception now on the 10th Floor.
- In response to Mr. Engeran's question, Mr. Vincent-Jones reported he had finished discussions on the final two sections of the MOU with OAPP's medical director within the past month. He hoped to complete revisions by July. It would be final once the OAPP Director and the full Commission agreed on the document
- ➡ The contractor managing the Medicare Part D gap program would be invited to address the Commission once it was active.

11. HIV EPIDEMIOLOGY REPORT: There was no report.

12. PREVENTION PLANNING COMMITTEE (PPC) REPORT:

- Ms. Watt reported that there would be three presentations at the June 5th meeting.
- Mr. Engeran reported he had met the incoming chairman of the International AIDS Conference (IAC) to follow the Mexico IAC. He is a pioneer in approaching treatment as prevention with the use of ARVs. Mr. Engeran suggested inviting him to speak at the PPC and/or Commission. He had also spoken with the former head of the World Health Organization (WHO) HIV/AIDS effort who might be interested in speaking. Ms. Watt added that UCHAP is writing a paper on the same subject.
- Ms. Watt reported that the state would be creating a State of California Condom to attempt to raise visibility of the issue.
- ➡ Mr. Vincent-Jones noted the Financial Simulation presentation was scheduled for August and the PPC meeting would fall during the IAC, so it was a good opportunity to initiate the often discussed series of joint meetings and to address overlap between prevention and care. It was agreed to begin discussion of a possible joint August 14th meeting.

13. **STANDING COMMITTEE REPORTS:**

A. **Priorities and Planning (P&P):**

1. **YR 19 Contingency Scenarios:** P&P would present a modified contingency scenario for approval by the Commission.
2. **YR 17 Needs Assessment Findings:** Data would be presented at the June Commission meeting.
3. **YR 17 Service Utilization Data:** Data would be presented at the June Commission meeting.
4. **YR 19 Priority Rankings:** The first 18 rankings were discussed May 27th and final rankings would be done June 3rd.
5. **Comprehensive Care Plan:** P&P members were reviewing information prior to further discussion.
6. **Service Utilization and Need Report (SUNR):** There SUNR would be annually developed during the summer.

B. **Standards of Care (SOC):**

1. **Dissemination/Q&P Commission Grant:** Mr. Vincent-Jones reported that the County's Quality and Productivity (Q&P) Commission awarded the Commission a \$120,000 Productivity Investment Fund (PIF) grant to publish the standards of care. Mr. Vincent-Jones reported that the Q&P Commission had been very impressed with the Commission's standards work. The goal was to publish them by December 2008.
2. **Medical Care Coordination (MCC) Implementation:** The joint OAPP/Commission plan would be presented at the June Commission meeting. It was probably not necessary to vote on it since many aspects were not the Commission's purview, but it could be helpful to do so.
3. **MCC Financial Simulation:** Kay Grinnell, consultant, had begun the 27 agency interviews scheduled including most agencies offering medical and psychosocial case management and some not contracted for case management services by OAPP. Richard Iniguez, Chief of the Community Care Planning section of the Office of AIDS, would also meet with her. She would present her findings at the August Commission and at specially arranged SPN meetings.
4. **Service Effectiveness Methodology:** The work group developed a methodology and would present it at SOC and the Commission.

C. **Operations:**

1. **Commission Member Nominations:**

- Mr. Land's renewal application was approved. He was also the first to utilize the renewal self-assessment, which prompted clarification of some of the self-assessment questions.
 - Robert Sotomayor was being nominated to the SPA # 1 Consumer seat being vacated by Jocelyn Woodard. The Committee agreed that it was important to explain the process when Alternates were not promoted to full seats so as not to discourage consumers in general. Mr. Hamilton said there was little consumer engagement in SPA #6.
 - Several more Latino Commission members, especially consumers, are needed. Supervisor Molina's office has agreed to host a meeting to encourage Latino membership recruitment. While it was not counted toward the award at the moment, it had been in the past and might be again. Mr. Engeran felt at-large seats might assist with recruitment, but Mr. Vincent-Jones noted that the Latino concern was not a geographic issue.
2. **Consumer Caucus:** Mr. Page reported that the June 18th "Meet the Grantee" meeting would be from 5:30 to 9:00 pm at Antelope Valley Hope Foundation and would include dinner. OAPP representatives would attend and there would be a flyer in the Commission packet.
 3. **YR 17 Assessment of Administrative Mechanism (AAM):** Mr. Vincent-Jones indicated the AAM had originally been planned to review the contract monitoring in Year 17, but OAPP has just changed its monitoring process and would make the assessment irrelevant. It was decided to shift the focus to the MAI award acceptance and disbursement process.

D. **Joint Public Policy (JPP):** Mr. Engeran noted that the JPP co-chairs would propose a hearing on condom use in the adult film industry. Assemblymember Dymally had not sponsored the bill as he had previously committed to.

1. **SB 1184 (Infectious Disease Reporting):** The bill was moving well.
2. **State Budget:** The May Revise was still in play with multiple advocacy efforts.
3. **State Legislation:** There were still several bills in play, but the process was slowing as attention focused on the budget.

14. **NEXT STEPS:** There was no additional information.

15. **ANNOUNCEMENTS:** Mr. Engeran announced a dedication ceremony June 9th at 11:00 am for the new AHF Public Health Division at Chris Brownlie House, 1300 Scott Avenue.

16. **ADJOURNMENT:** The meeting was adjourned at 11:45 pm.